

Regarding incomplete information reported for individuals who contribute in excess of \$200 in a calendar year:

The committee's procedure for obtaining contributor information is as follows:

All original solicitations include a clear and conspicuous request for contributor information and inform the contributor of our obligation to report this information under federal law.

If the donor has not provided the information, it is the policy of the committee to either call, email or send a letter to the donor within 30 days asking for the information with no new solicitation, again informing the contributor of the federal reporting requirements. The request is most commonly made in the form of a letter with a return envelope included.

Contributor information received after the contribution has been reported is updated in our system and reported either with the next regularly scheduled report or in an amendment to the original report.
